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DEPARTMENT OF STATE

SENIOR SEMINAR IN FOREIGN POLICY

FOREIGN SERVICE INSTITUTE

WASHINGTON

State Dept. declassification & release instructions on file

March 20, 1967

The Honorable Richard Helms
Director, Central Intelligence Agency
Headquarters Building
McLean, Virginia

Dear Mr. Helms:

Plans are now being made for the Tenth Session of the Senior Seminar in Foreign Policy which will begin on August 21, 1967, and will end about June 15, 1968. I take pleasure in inviting you to nominate two qualified senior officers of your Agency to become Members of the Senior Seminar of 1967-68.

The Seminar is the most advanced training program in national affairs, international relations, and foreign policy offered by any agency of the United States Government. Each session is limited to a group of twenty-five exceptionally qualified and gifted officers. Approximately half of the Members are Foreign Service Officers of Class 1 and Class 2, or officers of the Department of State. The other half of the Seminar is made up of officers of comparable rank and experience in the armed services and civilian Departments and agencies. The Department of State considers membership in the Seminar to be an honor, awarded on the basis of sustained excellence of performance, demonstrated leadership and high potential for greater responsibilities in the future, such as Chiefs of Mission or Deputy Chiefs of Mission.

In content and method, the Seminar is designed to meet the interests and exceptional capacities of its Members who achieve in the course of their studies (group presentations, group travel, committee work, etc.), a lively sense of the importance of inter-departmental teamwork.

I enclose an outline of the course, biographic information and an illustrated brochure describing the Members of the Seminar of 1966-67.

The Central Intelligence Agency representatives should: a) be over forty years of age; b) be Grade GS-16 or higher; c) have a minimum of ten years' service in Federal Government; and d) have a recognized potential for promotion to positions of greater responsibility. All Members of the Seminar must possess Top Secret, Cosmic and "Q" security clearances, these to be obtained by the sponsoring Agency.

For the 1967-68 Session, procedures governing reimbursements for tuition, domestic and overseas travel, and per diem remain unchanged. The enclosure describes the costs we estimate to be involved for fiscal year 1968.

I hope I may be advised by April 15 whether you desire to send two qualified officers to next year's Seminar. On this basis, I can hold the vacancies pending receipt of the names of the officers.

Most sincerely,

Lewis
G. Lewis Jones
Coordinator

Enclosures:

1. Description and Outline
2. Biographic Data
3. Brochure
4. Estimated Costs for 1968.

P.S. Send no real comers!

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SENIOR SEMINAR IN FOREIGN POLICY

Department of State

1966-1967 Session
August 15, 1966 - June 16, 1967

DESCRIPTION AND OUTLINE

Objective and Scope

The Senior Seminar in Foreign Policy is the most advanced educational program in the field of international relations and foreign policy offered by the Department of State. Its purpose is to assist in the preparation of officers for positions of high responsibility. The Seminar provides an intellectual framework for a free and vigorous inquiry into some of the complexities of foreign policy and U.S. domestic problems. It aims to broaden and deepen the thinking of its participants with regard to both the domestic and foreign affairs of the United States and to stimulate their powers of creative and thoughtful judgment.

The Senior Seminar is a select group of 25 officers from the principal agencies of the Government concerned with the conduct of U.S. foreign relations. Half are Class 1 and 2 Foreign Service Officers. The other half includes one representative of the rank of Colonel or the equivalent, from each of the four Armed Services and senior civil service officers from other agencies concerned with foreign affairs. The Seminar requires the full time of its Members and lasts for ten months.

Plan of Study

Methods

The Seminar relies largely on reading and research by the Members stimulated by discussions with outstanding authorities in relevant fields of inquiry. Seminar speakers in the past have included judges, Members of Congress, officials of the federal executive and of local governments, university professors, military leaders and experts in the fields of business, education, industry, labor, religion, arts, sciences and public affairs.

/Discussions,

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Discussions, reading, documentary films, and oral and written reports are supplemented by individual and group attendance at meetings of professional associations and research organizations, by visits to the United Nations and to military and industrial installations, and by other purposeful domestic and foreign travel. Field trips in the United States give the Members first-hand experience of some of the political, economic and social problems of various regions of the country. The Seminar of 1965-66 performed over 22,000 miles of group travel within the United States.

Course Content

Because of the Members' average age (about 46) and average length of service in government (more than 22 years), the Seminar is able to range fast and far in its studies. It can assume, particularly in the field of foreign relations, that a considerable body of first-hand knowledge is possessed by the Members.

The Seminar attempts to expose its participants to the latest developments world wide in science, arts, communications, space, atomic energy, industry, commerce, agriculture, labor, education, transportation, the Communist threat and counter-insurgency, the poverty program, the Peace Corps, the city-state relationships, automation, computers, and race relations. In doing so, it reminds Members of much knowledge learned in the past but about which they had not for years thought seriously. The Seminar encourages copious reading and give-and-take discussion in both large and small groups. In the true Seminar tradition, Members are expected to impart knowledge as well as to acquire it.

The Seminar begins with a series of organizational and introductory meetings. This is followed by a full week devoted to the history of the American people--social, economic, ethnic, political and diplomatic. This important series of lectures sets the foundation for studies to follow.

To the extent possible, speakers appearing at the Seminar are keyed to the Seminar's travel plans: thus the Seminar concentrates before visiting the United Nations on "International Relations: Institutions and Concepts". Before visiting military and naval establishments and attending military demonstrations, the Members will have listened to presentations by the Chiefs of Staff of the Services, manpower experts, and distinguished economists in a position to deal with the economic power of the United States.

Experience has shown the desirability of avoiding over-compartmentalization of the study program,

/Individual Travel

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Individual Travel and Case Studies

Approximately three weeks are provided from February 27 to March 18 for Members to perform individual foreign travel in connection with research on foreign policy topics or domestic issues selected by them in consultation with the Seminar's Coordinator. Members are given considerable scope with regard to subject of their Case Studies and the places they wish to visit, but Members are counseled to explore topics and areas of the world wholly new to them. On returning from individual travel, Members are required to make an oral presentation to the Seminar and to lead a round-table discussion of their topic. The Coordinator on these occasions usually invites special guests and alumni.

The Seminar's Corporate Character

Past Seminars have demonstrated that individual Members can contribute greatly to the Seminar's activities through personal contacts and specialized knowledge: thus an effort is made in scheduling events to avoid rigidity. Calling themselves the Tuesday-Thursday Club, the Members take turns presenting their own topics on as many Tuesday and Thursday afternoons as the regular schedule permits.

Ambassador-of-the-Week Program

When the Seminar is in Washington, certain American Ambassadors returned for consultation and/or leave are invited to speak: Ambassadors of foreign countries located in Washington, are similarly invited to make presentations, when their areas are being studied. In each instance ample time is provided for Members questions.

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FACT SHEET

The Senior Seminar in Foreign Policy is the most advanced program of studies in international affairs and foreign policy offered in the United States Government. The Seminar is limited to an honor group of twenty-five senior officials. Half of these are career officers of the American Foreign Service; the other half are officers of an equal degree of achievement and length of service, nominated by other Government Departments in Washington, such as Defense, Treasury, Commerce, Agriculture, the United States Information Agency, the Central Intelligence Agency, and the Agency for International Development. The Army, Navy, Air Force and Marine Corps are represented by officers of the rank of Colonel or Naval Captain.

Members are selected on the basis of the excellence of their performances in the past and their potential to achieve positions of greater responsibility in the future. The average age of the Members is 46; their average length of US Government service is 23 years.

The Seminar requires the full time of its Members for an academic year (August-June), during the course of which they carry out a rigorous program of studies in foreign and domestic affairs.

An important aspect of the Seminar's study program is designed to bring the Members up-to-date regarding recent social, economic and industrial developments in the United States. Officers, many of whom have served predominantly in foreign countries and in Washington, are given an opportunity to learn at first hand about developments in various parts of the US, so that in their future assignments they can better represent the US and talk knowledgeably about the recent achievements of the American people. They will be more effective Ambassadors, Deputy Chiefs of Mission, and senior commanding officers by being in touch with the latest developments on the American scene and by hearing local leaders and experts discuss plans and problems.

Aside from the extensive group travel around the United States and its territories, the Members are given an opportunity to perform individual travel to regions of the world in which they have special interest. This individual travel permits the Members to prepare studies useful to them and useful to the United States Government.

The Seminar's activities are coordinated by Ambassador G. Lewis Jones, a Career Minister and Foreign Service officer of more than thirty years' experience. His three most recent positions have been American Minister in London, Assistant Secretary of State for Near East and South Asian Affairs, and American Ambassador to Tunisia. He has also served in Greece, Iran and Egypt. The Deputy Coordinator is Mr. Charles N. Manning, a career Foreign Service officer who has served most recently as Consul-General in Capetown, South Africa and previously as Executive Director of the Bureau of African Affairs in the Department of State. The Seminar's Research Assistant, Mr. Fred H. Hassett, is also a career Foreign Service officer.

The Seminar is a component of the Foreign Service Institute of the Department of State. Its Headquarters is on the 12th Floor of the Nash Street Office Building (State Annex No. 3), 1400 Key Boulevard, Rosslyn, Virginia. Its telephone number is DUDLEY 3-2528 or Code 182 x2528.

THE SENIOR SEMINAR IN FOREIGN POLICY

TENTH SESSION, 1967-68

1. TUITION:

Sponsoring Agencies will pay to the Department of State, for each Member, approximately \$4,500 tuition. The exact cost of tuition will be computed on actual experience about June 1, 1967. At that time, each participating Department and Agency will be notified.

2. DOMESTIC TRAVEL:

In addition to tuition, there will be an assessment, estimated at approximately \$2,000 per Member, payable to the Department of State, to cover transportation and per diem costs for group travel to various cities and military installations within the United States in fulfillment of the Seminar's program of domestic studies. The current Seminar will have visited approximately twenty-four American cities and an even more comprehensive program of domestic travel is planned for next year. Several of the trips are performed by using chartered military aircraft. The estimated \$2,000 rate per Member is subject to change and will be confirmed at a later date upon an actual cost basis.

3. FOREIGN FIELD STUDIES:

As part of the Seminar's program, Members perform one trip (usually overseas) to conduct investigations connected with each Member's Case Study. Individual travel orders and obligation of funds for this travel are issued by, and charged against, the sponsoring Agency or Department. These costs can run as high as \$1,900 per Member depending on the itinerary.